Besides India delegates from Afghanistan, Bangladesh, Iran, Nepal and Sri Lanka participated in the deliberations and set up SWARBICA with its headquarters at New Delhi. Mr. Cyrus Parham, Archivist of Iran and Dr. N.H. Kulkarnee and Shri Ranbir Kishore, Assistant Directors, National Archives of India were elected President, Secretary and Treasurer respectively.

Besides an exhibition above referred to an academic Session was held on the occasion and two papers were presented by the delegates on the cultural cooperation among the countries of the region.

REPORT OF THE COMMITTEE ON RECORD MANAGEMENT

The Record Management Committee which was set up by the Government of India in pursuance of the Resolution(III) of the 43rd Session of the Indian Historical Records Commission held at Lucknow in 1975 held its final meeting in the middle of May 1976 and submitted a comprehensive report to the Chairman of the Sub-Committee of the Commission on 30th June 1976. The Report has since been printed and circulated among the Members of the Commission.

ANDHRA PRADESH

Administration: Sri S. Venkataramaiah, I.A.S., continued as Director, State Archives, Andhra Pradesh, Hyderabad. He is assisted by four Aasistant Directors and one Research Officer.

The Director of State Archives has been asked by Government to study the organisation and functioning of the National Film Archives, Poona and prepare a scheme. Leading film producers, Distributors and Artists are being invited to participate in this new activity and render advice on the smooth functioning of the new organisation.

The proposal for the establishment of a regional office at Visakhapatnam which was deferred by Government during 1974-75 is now under active consideration of the Government. The Syndicate of the Andhra University has already decided to spare a hall in the library building for the location of the regional office. In this office the collectorate records of Visakhapatnam, Srikakulam and East Godavari Districts will be centralised from 1857 to 1930.

Budget: During the period under report a sum of Rs.11,16,970.00 was spent out of the budget provision of Rs.11,12,300.00 on the non-plan side. In plan budget a sum of Rs.1,56,700.00 was spent out of a budget provision of Rs.2,46,800.00. For 1976-77 a budget provision of Rs.11,51,100.00 was made on the non-plan side and a sum of Rs.2,00,000.00 on the plan side.

Building: The information as furnished in the last year's report remains unchanged.

Record Management: 22,913 files of the Health, Housing and Municipal Administration and 9,240 files of the Home Department were examined. Nealy 38 percent files were marked for permanent retention and 62 files for weeding. No retention schedule is available in this Department.

Reference and Research: 70 research scholars availed themselves of the research facilities, 6,463 records were requisitioned by Government agencies and 2,795 records by research scholars. 106 queries from private agencies and individuals were attended to.

Reference Media: (a) The accession lists of the family and private collections have been prepared. They will be helpful to the research scholars for consulting the records.

(b) The lists of files and miscellaneous records of Salarjung Estate are being prepared.

(c) A descriptive catalogue of records pertaining to the period of Shah Jahan is being prepared. This will be in 7 volumes. The first two volumes of the catalogue have been completed. The first volume is in the press and after the completion of this Volume printing of Volume II will be taken up. Besides this the processing work of Volume I of the calendar of the Family and Private collections continues.

(d) Preparation of a Guide to Visakhapatmam District Records numbering 66 Volumes covering 1,687 letters have been taken up. During the period under report 14 volumes consisting of 1,687 letters covering 5,041 pages have been indexed.

Publication Programme: Volume I of the Descriptive Catalogue of the Records pertaining to the Shah Jahan's reign is in the press and Volume II is ready for the press.

The work of editing and compiling of the Volume III of the catalogue and Volume II of Calendar of the Family and Private collections is in progress.

Seven Volumes consisting of 590 pages regarding Kaifiyat of Northern circars were transcribed from the Sri Venkatesvara University Oriental Manuscripts Library and Research Institute Volumes.

The Department is publishing a half yearly Research Journal entitled 'Itihas' since 1973.

Preservation of Records; 5,302 sheets were repaired with tissue paper, 31 sheets repaired with chiffon, 7,172 sheets guarded and 550 books bound, 86,713 minor sheets repaired and 260 carton boxes were manufactured.

Photo Duplication: The State Archives has its own microfilming unit.

1,869 frames of micronegatives, 32,000 frames of micropositives, 472 photo enlargements of various sizes, 62 photo negatives, 62 photo prints were prepared. 300 Xerox copies were also prepared and supplied to the research scholars and other Institutions during the period under report.

Library: 54 books were acquired during the period under report.

Exhibition: This office participated in the exhibition depicting the cultural heritage of Andhra Pradesh organised under the auspices of the Government on the occasion of the World Telugu Conference in April 1976.

Other Activities: Under the Research Fellowship Scheme, started during 1966-67 to promote historical research in Modern History of Andhra Pradesh and the Deccan, 12 monographs are under preparation. 2 doctoral theses were selected for publication under subsidised monograph series scheme, out of which one has been recently published.